

Minutes of a special meeting of the Chippewa County Board of Commissioners, held at the Chippewa County Courthouse, 319 Court St., Sault Ste. Marie, Michigan on the 24th day of June, 2004 at 7:00 p.m.

PRESENT: Earl Kay, Aaron Hopper, Rita Dale, Richard Timmer, Don Cooper, and Jim Moore

ABSENT: Ted Postula

The following preamble and resolution was offered by Commissioner Hopper and seconded by Commissioner Moore.

RESOLUTION NO. 04-13

**RESOLUTION TO AMEND
THE FISCAL YEAR 2004 GENERAL APPROPRIATIONS ACT**

WHEREAS, the Uniform Budgeting and Accounting Act (UBAA) prevents deviation from the original general appropriations act without amending the general appropriations act (MCL 141.437); and

WHEREAS, it has been determined through projection analyses that revenues and expenses for fiscal year 2004 will deviate from amounts stated in the Budget Resolution and General Appropriations Act (Resolution 03-34); and

WHEREAS, the UBAA further requires that the County amend the general appropriations act as soon as it becomes apparent that a deviation from the original general appropriations act is necessary and the amount of the deviation can be determined; and

WHEREAS, an amendment to the general appropriations act must indicate each intended alteration in the purpose of each appropriation item affected by the amendment; and

WHEREAS, the board of commissioners received and reviewed proposals for reducing appropriations from the general fund for budgetary centers in a manner that would cause the total of appropriations to not be greater than the total of revised estimated revenues of the fund, and proposals for measures necessary to provide revenues sufficient to meet expenditures of the fund; and

WHEREAS, the budget amendment recommendations recognize the requirements of state law and the provisions of collective bargaining agreements.

NOW, THEREFORE, BE IT RESOLVED, that the Chippewa County Board of Commissioners:

1. Amends the Fiscal Year 2004 Budget Resolution and General Appropriations Act (Resolution 03-34) as indicated in the attached General Fund Budget Adjustment Schedule, which shall be incorporated into this resolution by reference, subject to the approval of each applicable Court and collective bargaining unit.
2. Directs the County Controller to seek voluntary concessions from the American Federation of State, County and Municipal Employees (AFSCME) Local 1552 regarding the cash value of accumulated sick time, by July 2, 2004.

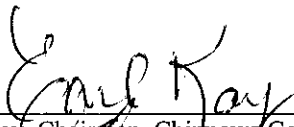
3. Directs the County Controller to meet with the Circuit Court, Probate Court, and District Court Judges for the purpose of seeking their concurrence with the budget adjustments for their respective courts, by July 2, 2004.
4. Directs the County Controller to develop an alternative budget amendment in the event that negotiations with the AFSCME union fail, the courts reject their respective budget adjustments, or both, for presentation at the regular meeting of the Finance, Claims and Accounts Committee scheduled for July 8, 2004.

A VOTE WAS TAKEN AS FOLLOWS

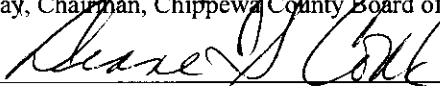
AYES: Earl Kay, Aaron Hopper, Rita Dale, Richard Timmer, and Jim Moore

NAYS: Don Cooper

RESOLUTION DECLARED ADOPTED.




Earl Kay, Chairman, Chippewa County Board of Commissioners



Diane S. Cork, County Clerk

STATE OF MICHIGAN)
) ss.
COUNTY OF CHIPPEWA)

I hereby certify that the foregoing is a true and complete copy of the resolution adopted by the County Board of Commissioners of Chippewa County at a regular meeting held on the date first stated above, and I further certify that public notice of such meeting was given as provided by law.



Diane S. Cork, County Clerk

CUMULATIVE GENERAL FUND BUDGET ADJUSTMENT SCHEDULE "PLAN A"

	Proposed Cost Center <u>Adjustment</u>	Adjustment <u>Target</u>	Unemployment <u>Compensation</u>
TOTAL	\$567,288	\$610,229	\$11,722
Board of Commissioners Cost Center	0	11,159	0
Circuit Court Cost Centers	27,732	77,160	0
Clerk Cost Centers	2,001	22,317	0
Controller Cost Centers	81,236	71,295	0
Community Corrections Cost Center	0	282	0
District Court Cost Centers	28,326	39,509	0
Drain Commissioner Cost Center	0	110	0
E.U.P.T.R.A.	0	40	0
Health Department Cost Center	30,000	30,000	0
Legal Services Cost Center	0	805	0
MSU Extension Cost Center	6,908	6,250	0
Other Miscellaneous Cost Center	0	1,207	0
Postage Meter Cost Center	0	443	0
Probate Court Cost Centers	74,489	33,802	0
Prosecuting Attorney Cost Centers	42,624	38,833	0
Public Defender Cost Center	7,065	19,114	0
Record Copier Cost Center	15,000	2,012	0
Register of Deeds Cost Centers	43,694	34,825	0
Regional Planning Commission Cost Center	8,550	1,376	0
Road Patrol Cost Center	0	3,719	0
Rural Bus Program Cost Center	11,874	1,911	0
Senior Citizen Nutrition Program Cost Center	24,000	3,380	0
Sheriff Cost Centers	143,364	169,035	11,722
Soil Conservation District Cost Center	0	1,770	0
Surveyor Cost Center	1,000	2,100	0
Telephone Cost Center	5,000	805	0
Treasurer Cost Centers	2,015	19,030	0
Vehicles	9,982	9,982	0
Veteran's Affairs Cost Center	2,428	5,785	0
Furlough Days Total	44,712		
Sick Day Reduction Total	32,868		
Potential Union Add.	31,027		

GENERAL FUND BUDGET ADJUSTMENT SCHEDULE "PLAN A"

* Subject to Union approval - not included in calculations.

Items recommended by department heads are presented in block text.

Items suggested by the Controller are presented in italicized text.

	Proposed Line Item Rescission	Proposed Line Item Increase	Proposed Cost Center Adjustment	Adjustment Target	Unemployment Compensation
CLERK COST CENTERS			\$2,001	\$22,317	\$0
215	County Clerk		\$2,001	\$18,125	\$0
	1. Implement five furlough days through the end of 2004				
	704.000 Salaries - Clerks/Deputies	1,657			
	715.000 Fringes	344			
	2. Adjust sick day payout to 50% of value				
	704.000 Salaries - Clerks/Deputies	2,767			
147	Jury Board		\$0	\$169	\$0
	1. Staffing reductions				
	704.000 Salaries - Clerks/Deputies				
	715.000 Fringes				
	801.000 Professional Services / Fees				
191	Elections		\$0	\$4,023	\$0
	1. Eliminate supply line items				
	727.000 Supplies				
	729.000 Postage				
253	Treasurer		\$2,015	\$19,030	\$0
	1. Implement five furlough days through the end of 2004				
	704.000 Salaries - Clerks/Deputies	1,657			
	715.000 Fringes	358			
	2. Adjust sick day payout to 50% of value				
	704.000 Salaries - Clerks/Deputies	0			
	#2 does not include "opt-out" employee.				

GENERAL FUND BUDGET ADJUSTMENT SCHEDULE

REVISED JUNE 23, 2004

"PLAN A"

* Subject to Union approval - not included in calculations.

Items recommended by department heads are presented in block text.

Items suggested by the Controller are presented in italicized text.

	Proposed Line Item <u>Rescission</u>	Proposed Line Item Increase	Proposed Cost Center <u>Adjustment</u>	Adjustment <u>Target</u>	Unemployment <u>Compensation</u>
REGISTER OF DEEDS COST CENTERS			\$43,694	\$34,825	\$0
<u>225 Equalization</u>			\$34,102	\$16,730	\$0
1. Staffing reductions					
704.000 Salaries - Clerks/Deputies**	15,100				
715.000 Fringes	14,650				
2. Adjust sick day payout to 50% of value*					
704.000 Salaries - Clerks/Deputies					
3. Reduce supply line items					
729.000 Postage	500				
4. Reduce education seminar attendance					
957.000 Education / Training	200				
5. Institute address fee of \$10					
624.000 Equalization Services		1,500			
6. Implement five furlough days through the end of 2004					
704.000 Salaries - Clerks/Deputies	1,754				
715.000 Fringes	398				
7. Adjust sick day payout to 50% of value					
704.000 Salaries - Clerks/Deputies	4,175				
<u>236 Register of Deeds</u>			\$9,592	\$18,071	\$0
1. Transfer supply expenses to the Automation fund					
727.000 Supplies	1,100				
731.000 Microfilm / Supplies	3,061				
2. Transfer service expenses to the Automation fund					
808.000 Service Contract	1,500				
3. Transfer travel and seminar exp. to the Automation fund					
860.000 Travel	200				
861.000 Convention / Seminars	500				
4. Transfer equipment maint. exp. to the Automation fund					
931.000 Equipment Maintenance	1,000				
5. Implement five furlough days through the end of 2004					
704.000 Salaries - Clerks/Deputies	1,671				
715.000 Fringes	560				
6. Adjust sick day payout to 50% of value					
704.000 Salaries - Clerks/Deputies	2,525				
#6 does not include "opt-out" employee.					
<u>874 Plat Board</u>			\$0	\$24	\$0

GENERAL FUND BUDGET ADJUSTMENT SCHEDULE

REVISED JUNE 23, 2004

"PLAN A"

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Items recommended by department heads are presented in block text.

Items suggested by the Controller are presented in italicized text.

	Proposed Line Item <u>Rescission</u>	Proposed Line Item Increase	Proposed Cost Center <u>Adjustment</u>	Adjustment <u>Target</u>	Unemployment <u>Compensation</u>
PROSECUTING ATTORNEY COST CENTERS			\$42,624	\$38,833	\$0
<u>229 Prosecuting Attorney</u>			\$38,714	\$33,915	\$0
1. Staffing reductions					
704.000 Salaries - Clerks/Deputies**	18,050				
715.000 Fringes	11,174				
2. Reduce service line items					
850.000 Telephone	260				
900.000 Printing and Publishing	750				
3. Reduce travel and education seminar attendance					
860.000 Travel	113				
861.000 Convention / Seminars	200				
957.000 Education / Training	200				
958.000 Law Enforcement Training	200				
4. Reduce miscellaneous expenses					
955.000 Miscellaneous	200				
5. Implement five furlough days through the end of 2004					
704.000 Salaries - Clerks/Deputies	3,146				
715.000 Fringes	656				
6. Adjust sick day payout to 50% of value					
704.000 Salaries - Clerks/Deputies	3,765				
7. Adjust sick day payout to 50% of value					
704.000 Salaries - Clerks/Deputies	1,940				
#7 does not include "opt-out" employee.					
**NOTE: The Prosecuting Attorney proposed a pay reduction for himself, however, this is not permitted under Michigan law (MCL 45.421[1]). The Prosecutor also proposed to fill the vacant legal secretary position.					
<u>230 Support Coordinator</u>			\$0	\$0	\$0
1. Adjust sick day payout to 50% of value*					
704.000 Salaries - Clerks/Deputies					
<u>231 Crime Victim Advocate</u>			\$3,910	\$4,918	\$0
1. Account for employee on long-term disability leave					
704.000 Salaries - Clerks/Deputies	3,687	(Wage plus acc. sick leave reduced at 33% of actual wage)			
715.000 Fringes	223				
2. Implement five furlough days through the end of 2004					
704.000 Salaries - Clerks/Deputies	0	(Fulough days would necessitate reduction in grant dollars)			
715.000 Fringes	0				
3. Adjust sick day payout to 50% of value					
704.000 Salaries - Clerks/Deputies	0				

GENERAL FUND BUDGET ADJUSTMENT SCHEDULE "PLAN A"

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Items recommended by department heads are presented in block text.

Items suggested by the Controller are presented in italicized text.

	Proposed Line Item <u>Rescission</u>	Proposed Line Item Increase	Proposed Cost Center <u>Adjustment</u>	Adjustment <u>Target</u>	Unemployment <u>Compensation</u>
101 Board of Commissioners			\$0	\$11,159	\$0
167 Public Defender			\$7,065	\$19,114	\$0
1. Implement five furlough days through the end of 2004					
704.000 Salaries - Clerks/Deputies	2,476				
715.000 Fringes	670				
2. Adjust sick day payout to 50% of value					
704.000 Salaries - Clerks/Deputies	3,919				
257 MSU Extension			\$6,908	\$6,250	\$0
1. Staffing reductions					
801.000 Professional Services and Fees	6,250				
2. Implement five furlough days through the end of 2004					
704.000 Salaries - Clerks/Deputies	543				
715.000 Fringes	115				
3. Adjust sick day payout to 50% of value					
704.000 Salaries - Clerks/Deputies	1,304				
275 Drain Commissioner			\$0	\$110	\$0
284 County Surveyor			\$1,000	\$2,100	\$0
1. Transfer expenses to Remonumentation Grant					
850.000 Telephone - Communications	100				
941.000 Rent	900				
284 Veteran's Affairs			\$2,428	\$5,785	\$0
1. Implement five furlough days through the end of 2004					
704.000 Salaries - Clerks/Deputies	676				
715.000 Fringes	133				
2. Adjust sick day payout to 50% of value*					
704.000 Salaries - Clerks/Deputies	1,619				

GENERAL FUND BUDGET ADJUSTMENT SCHEDULE

"PLAN A"

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	Proposed Line Item <u>Rescission</u>	Proposed Line Item Increase	Proposed Cost Center <u>Adjustment</u>	Adjustment Target	Unemployment Compensation
CONTROLLER COST CENTERS			\$81,236	\$71,295	\$0
<u>172 Controller</u>			\$13,784	\$22,954	\$0
1. Implement five furlough days through the end of 2004					
703.000 Salaries - Officers	1,237				
704.000 Salaries - Clerks/Deputies	2,231				
715.000 Fringes	693				
2. Adjust sick day payout to 50% of value					
703.000 Salaries - Officers	2,940				
704.000 Salaries - Clerks/Deputies	6,083				
3. Reduce travel and seminar attendance					
860.000 Travel	300				
861.000 Convention / Seminars	300				
4. Adjust sick day payout to 50% of value					
704.000 Salaries - Clerks/Deputies	1,222				
<u>174 Information Systems</u>			\$6,624	\$16,113	\$0
1. Implement five furlough days through the end of 2004					
704.000 Salaries - Clerks/Deputies	1,354				
715.000 Fringes	270				
2. Eliminate overtime budget					
706.000 Salaries - Overtime	3,000				
3. Adjust sick day payout to 50% of value					
704.000 Salaries - Clerks/Deputies	0				
4. Reduce travel and seminar attendance					
860.000 Travel	500				
861.000 Convention / Seminars	1,500				
<u>265 Buildings and Grounds (Maintenance)</u>			\$18,968	\$16,553	\$0
1. Implement five furlough days through the end of 2004					
704.000 Salaries - Clerks/Deputies	1,567				
715.000 Fringes	401				
2. Eliminate overtime budget					
706.000 Salaries - Overtime	4,000				
3. Delay capital equipment purchase					
979.000 Machinery and Equipment	9,000				
4. Limit maintenance activities					
937.000 Courthouse Maintenance	4,000				
5. Adjust sick day payout to 50% of value					
704.000 Salaries - Clerks/Deputies	2,608				
<u>360 Animal Control</u>			\$30,866	\$12,292	\$0
1. Previous budget adjustments					
704.000 Salaries - Clerks/Deputies	22,227				
715.000 Fringes	3,439				
2. Impose new relinquish and adoption fees					
401.000 Revenues		4,500			
3. Reduce uniform cleaning line item					
745.000 Uniforms and Cleaning	400				
4. Eliminate dues and subscriptions line item					
802.000 Dues and Subscriptions	300				

982	<u>Construction Code Fund</u>		\$10,994	\$3,383	\$0
1.	Implement five furlough days through the end of 2004				
	704.000 Salaries - Clerks/Deputies	1,505			
	715.000 Fringes	314			
2.	Adjust sick day payout to 50% of value				
	704.000 Salaries - Clerks/Deputies	3,175			
3.	Adjust for travel charge-back (one way)				
	998.000 Transfer-out (rev. generated in Fund 147)	6,000			

GENERAL FUND BUDGET ADJUSTMENT SCHEDULE

"PLAN A"

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Items suggested by the Controller are presented in italicized text.

	Proposed Line Item <u>Rescission</u>	Proposed Line Item Increase	Proposed Cost Center <u>Adjustment</u>	Adjustment Target	Unemployment Compensation
SHERIFF COST CENTERS			\$143,364	\$169,035	\$11,722
<u>301 Sheriff</u>			\$55,056	\$59,567	\$0
1. Staffing reductions					
704.000 Salaries - Clerks/Deputies	7,500				
715.000 Fringes	956				
2. Adjust sick day payout to 50% of value*					
704.000 Salaries - Clerks/Deputies	15,000				
3. Reduce overtime budget					
706.000 Salaries - Overtime	4,000				
4. Reduce supply line items					
741.000 Ammunition Supplies	4,000				
742.000 Vehicles - Gas / Oil / Maintenance	10,000				
745.000 Uniforms and Cleaning*	5,000				
747.000 Special Operations	3,000				
5. Reduce travel and seminar attendance					
860.000 Travel	1,600				
861.000 Convention / Seminars	500				
863.000 Court Ordered Transports	1,000				
957.000 Education / Training	2,500				
<u>149 Bailiff / Security</u>			\$0	\$2,706	\$0
1. Staffing reductions					
704.000 Salaries - Clerks/Deputies	0				\$0
715.000 Fringes	0				
801.000 Professional Services / Fees	0				
<u>306 Concealed Weapons Board</u>			\$2,250	\$797	\$0
1. Eliminate supply line items					
727.000 Supplies	500				
729.000 Postage	250				
2. Eliminate telephone line item					
850.000 Telephone - Communications	500				
3. Eliminate travel and seminar attendance					
860.000 Travel	500				
957.000 Education / Training	500				
<u>310 SANE</u>			\$15,000	\$1,207	\$0
1. Eliminate SANE fee					
701.000 Expenditures	15,000				
<u>331 Marine</u>					
1. Reduce machinery and equipment purchases			\$4,000	\$0	\$0
979.000 Machinery and Equipment	4,000				
<u>340 SANE Grant</u>			\$0	\$5,261	\$0

351 Correctional Facility

1. Staffing reductions		\$67,058	\$99,497	\$11,722
704.000 Salaries - Clerks/Deputies	24,000			\$11,722
715.000 Fringes	3,058			
2. Adjust sick day payout to 50% of value*				
704.000 Salaries - Clerks/Deputies	15,000			
3. Reduce overtime budget				
706.000 Salaries - Overtime	4,000			
4. Reduce services and miscellaneous expenses				
801.000 Professional Services / Fees	20,000			
955.000 Miscellaneous	1,000			

GENERAL FUND BUDGET ADJUSTMENT SCHEDULE "PLAN A"

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	Proposed Line Item <u>Rescission</u>	Proposed Line Item Increase	Proposed Cost Center <u>Adjustment</u>	Adjustment <u>Target</u>	Unemployment <u>Compensation</u>
PROBATE COURT CENTERS			\$74,489	\$33,802	\$0
<u>148 Probate Court</u>					
1. Account for unanticipated lump sum payment					
660.000 Family Court Probation Fees		11,409			
2. Reduce supplies (cancel subscription)					
802.000 Dues and Subscriptions	3,184				
3. <i>Implement five furlough days through the end of 2004</i>					
704.000 Salaries - Clerks/Deputies	1,329				
715.000 Fringes	284				
4. Adjust sick day payout to 50% of value					
704.000 Salaries - Clerks/Deputies	1,222				
<u>880 Capital Outlay</u>					
1. Eliminate air conditioner purchase					
701.000 Expenditures	1,800				
<u>973 Child Care - Probate</u>					
1. Account for credits due from the State					
998.000 Transfers out	56,483				
CIRCUIT COURT CENTERS			\$27,732	\$77,160	\$0
<u>131 50th Circuit Court</u>			\$11,339	\$50,445	\$0
1. <i>Implement five furlough days through the end of 2004</i>					
704.000 Salaries - Clerks/Deputies	5,964				
715.000 Fringes	1,415				
2. Adjust sick day payout to 50% of value					
704.000 Salaries - Clerks/Deputies	3,960				
3. Adjust sick day payout to 50% of value					
704.000 Salaries - Clerks/Deputies	8,700				
#3 does not include "opt-out" employee.					
<u>141 Friend of the Court</u>					
1. Reduce legal services contract			\$16,393	\$26,715	\$0
807.000 Legal	10,041				
2. <i>Implement five furlough days through the end of 2004</i>					
704.000 Salaries - Clerks/Deputies	3,247				
715.000 Fringes	859				
3. Adjust sick day payout to 50% of value					
704.000 Salaries - Clerks/Deputies	2,246				
4. Adjust sick day payout to 50% of value					
704.000 Salaries - Clerks/Deputies	4,564				

DISTRICT COURT CENTERS

136 91st District Court

\$28,326

\$39,509

\$0

1. *Implement five furlough days through the end of 2004*

704.000 Salaries - Clerks/Deputies

3,980

715.000 Fringes

889

2. *Adjust sick day payout to 50% of value*

704.000 Salaries - Clerks/Deputies

9,720

3. Employee retirement

704.000 Salaries - Clerks/Deputies

9,339

715.000 Fringes

4,398

CUMULATIVE GENERAL FUND BUDGET ADJUSTMENT SCHEDULE

"PLAN A"

	Proposed Cost Center <u>Adjustment</u>	Adjustment <u>Target</u>	Unemployment <u>Compensation</u>
TOTAL	\$572,390	\$610,229	\$11,722
Board of Commissioners Cost Center	0	11,159	0
Circuit Court Cost Centers	27,732	77,160	0
Clerk Cost Centers	2,001	22,317	0
Controller Cost Centers	81,236	71,295	0
Community Corrections Cost Center	0	282	0
District Court Cost Centers	28,326	39,509	0
Drain Commissioner Cost Center	0	110	0
E.U.P.T.R.A.	0	40	0
Health Department Cost Center	30,000	30,000	0
Legal Services Cost Center	0	805	0
MSU Extension Cost Center	6,908	6,250	0
Other Miscellaneous Cost Center	0	1,207	0
Postage Meter Cost Center	0	443	0
Probate Court Cost Centers	74,489	33,802	0
Prosecuting Attorney Cost Centers	47,726	38,833	0
Public Defender Cost Center	7,065	19,114	0
Record Copier Cost Center	15,000	2,012	0
Register of Deeds Cost Centers	43,694	34,825	0
Regional Planning Commission Cost Center	8,550	1,376	0
Road Patrol Cost Center	0	3,719	0
Rural Bus Program Cost Center	11,874	1,911	0
Senior Citizen Nutrition Program Cost Center	24,000	3,380	0
Sheriff Cost Centers	143,364	169,035	11,722
Soil Conservation District Cost Center	0	1,770	0
Surveyor Cost Center	1,000	2,100	0
Telephone Cost Center	5,000	805	0
Treasurer Cost Centers	2,015	19,030	0
Vehicles	9,982	9,982	0
Veteran's Affairs Cost Center	2,428	5,785	0